

## Development Activity Report April 2013



1. Development Pipeline Summary	2
2. Rezoning & Special Exception Map	3
3. Rezoning Applications	4
4. Special Exception Applications	
a. Pre-2010	5
b. 2010	6
c. 2011	7
d. 2012	8
5. Site Plan Map	9
6. Commercial Site Plan Applications	
a. Pre-2010	10
b. 2010	11
c. 2011	12
d. 2012	13
e. 2013	14
7. Residential Subdivisions	15
8. CIP Plans	17
9. Public Infrastructure Plans	19
10. Active Building Permits Map	20
11. Active Building Permits	21
12. New Construction Summary	22

This report tracks land development projects, beginning with zoning actions (if necessary), through site plan review, to construction and culminating in the issuance of occupancy permits. Once an application completes one stage of the development process, it will remain in that section of the report as a completed project and will be added to the next section of the report as appropriate. Therefore, over the course of time, a single project may be listed in this report three times. The color coding is intended to clarify the current status of each application, and is explained at the bottom of each page for easy reference.

**Note:** The applications included in this report represent only the “parent” application of these projects. It should not be construed as a measure of workload within the departments involved in the land development process.

This report received a 2009 “Excellence in Economic Development Research” Award from the Council for Community & Economic Research (C2ER).

## Development Pipeline Summary

	# of Applications	Office	Retail	Square Footage Commercial	Institutional	Total	Residential Units
Active Zoning Cases <sup>1</sup>	2	0	168,845	0	0	168,845	230
Approved Zoning Cases <sup>2</sup>	6	117,000	118,658	0	120,988	356,646	207
Active Site Plans	11	217,820	87,711	16,636	5,000	327,167	19
Approved Site Plans/Subdivisions <sup>3</sup>	7	0	0	0	0	0	150
Pending Residential Subdivisions	5	--	--	--	--	--	522
Under Construction <sup>4</sup>	11	38,367	74,059	8,400	0	120,826	79
<b>Total</b>	<b>42</b>	<b>373,187</b>	<b>449,273</b>	<b>25,036</b>	<b>125,988</b>	<b>973,484</b>	<b>1,207</b>

**Notes:**

1. Rezoning and Special Exception applications involving new construction. Does not include amendments to existing zoning unless additional square footage is proposed. If concurrent Rezoning and Special Exception applications are in process for the same project, the project is only counted once here.
2. Rezoning and Special Exception applications that have received Council approval since January 1, 2010 but have not yet submitted a site plan or subdivision plat. Applications that were approved prior to January 1, 2010 and have not submitted a site plan are considered inactive.
3. Site plans that have been approved since January 1, 2010 but have not had a building permit issued by Loudoun County. Site plans that were approved prior to January 1, 2010 but have not received a building permit are considered inactive.
4. Square footage numbers do not account for existing buildings that have been or will be demolished.

Rezoning and Special Exception Cases  
April 2013

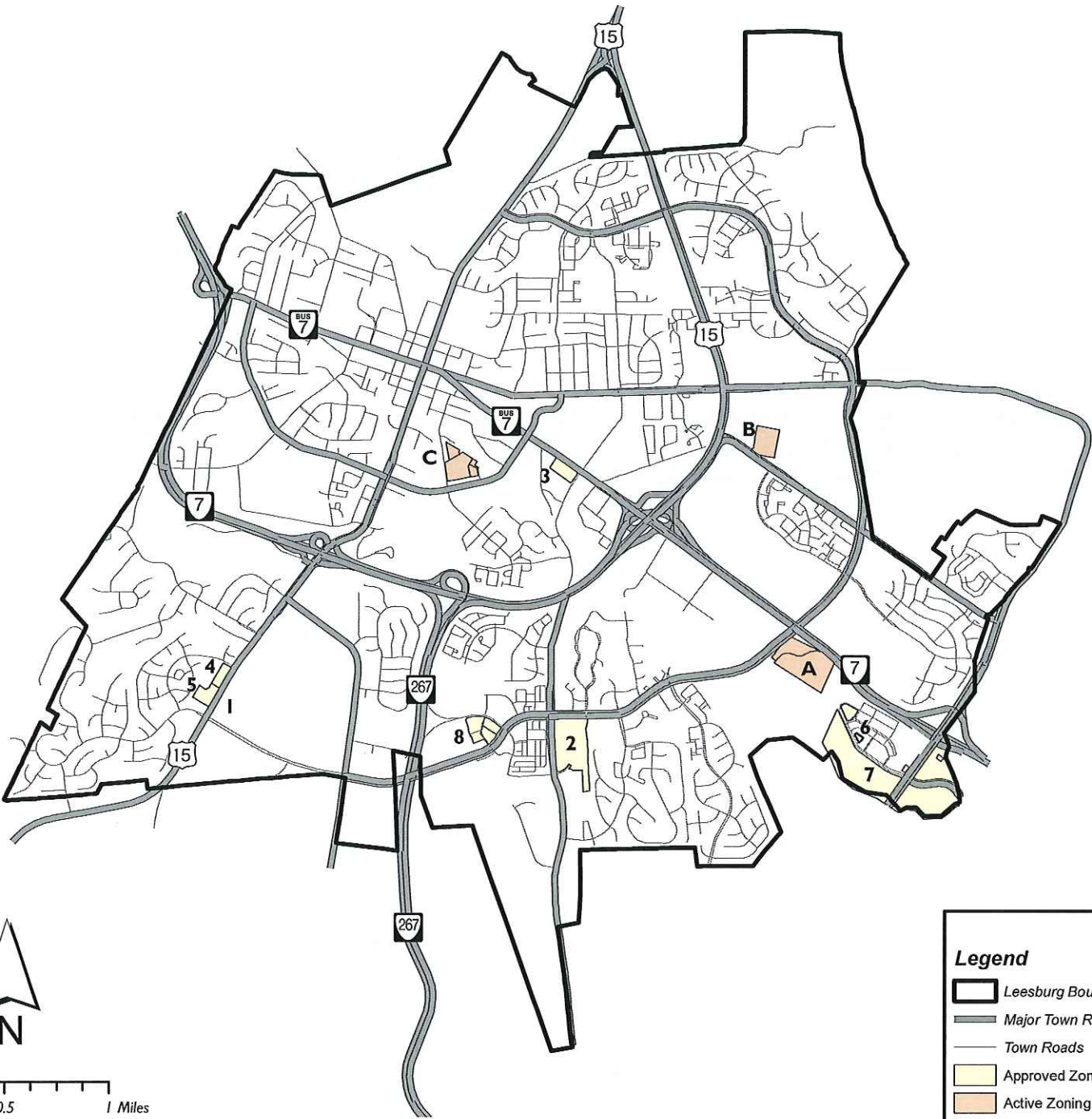
Approved Zoning Cases

- 1. Allman-Stanfield (Greenway Farm) (RZ)
- 2. Cornerstone Chapel (RZ/SE)
- 3. Destiny Creative Arts School (SE)
- 4. Greenway Farm Bank (SE)
- 5. Greenway Farm Child Care (SE)
- 6. Village at Leesburg, Building X (RZ)
- 7. Village at Leesburg, Land Bays C, D & E (RZ)
- 8. Oaklawn Gas Station (SE)

Active Zoning Cases

- A. Lowes Home Improvement (RZ/SE)
- B. Home Depot – Outdoor Storage (SE)
- C. Crescent Place (RZ)

RZ - Re-Zoning  
SE - Special Exception  
RZ/SE - Re-Zoning and Special Exception  
(concurrent applications)





Rezoning Applications

Application Number		Name of Project	Location	Application Description	Acceptance Date	Staff Recommendation	PC Public Hearing	PC Recommendation	Council Public Hearing	Council Action	Current Status	Comments
1	TLZM-2012-0001	Spring Arbor	247 Fairview Street NW	Increase the number of beds from 87 to 97	13-Jan-12	Approval	15-Mar-12	Approval 15 Mar 2012	10-Apr-12	Approved 12 April 2012	Change of use only, no new construction	Increase in the number of beds from 87 to 97
2	TLZM-2011-0001	Wolf Furniture	Ft. Evans Road	Concept plan and proffer amendment to TLZM-2005-0004 to construct a 46,030 SF for furniture sales, or option for future general retail sales.	4-Mar-11	Approval	14-May-11	Approval 19 May 2011	24-May-11	Approved 31 May 2011	Occupancy permit issued 31 Aug 2012	Project Complete
3	TLZM-2011-0004	Potomac Station Retail	SE Quadrant Battlefield Parkway and Route 7	Amend proffers to defer closing of median break at site entrance to Battlefield Parkway	3-Jul-12	Approval	6-Dec-12	Approval	8-Jan-13	Approved 8 Jan 13	Town Council Approved	Retention of existing median break
4	TLZM-2006-0022	PMW Farms (Festival Lakes)	Northwest quadrant of intersection of River Creek Parkway and Fort Evans Road	Rezoning 105.07 acres from RE to PRN.	14-Dec-06	Approval	4-Oct-07	Approval 4-Oct-07	27-Nov-07	Approved 11-Dec-07	5 of 6 sections under construction	Under construction
5	TLZM-2012-0002	134 Fort Evans Road (Emergency Animal Hospital)	134 Ft. Evans Road NE	An amendment to TLZM-2008-0004 to increase building square footage to house equipment	7-May-12	Approval	7-Jun-12	Approval	26-Jun-12	Approved 26 Jun 12	Under construction	Under construction
6	TLZM-2010-0003	Village at Leesburg Buildings Q and X	Buildings Q and X	Amend the TLZM-2009-0008 to change uses and square footage of Buildings Q & X	17-Jan-11	Approval	17-Nov-11	Approval 17 Nov 2011	13-Dec-11	Approved 10 Jan 2012	Under construction	Under construction
7	TLZM-2011-0002	Village at Leesburg, Land Bay C	Intersection of Crosstrail Boulevard and Russell Branch Parkway	Amend Concept Plan for Land Bay C to permit townhouses, and rezone Land Bays D and E from I-1 to PRC	12-Jul-11	Approval (w/ revisions)	3-May-12	Approval	12-Jun-12	Approved 12 Jun 12	Approved, no site plan	
8	TLZM-2008-0001	Cornerstone Chapel	Southeast corner of Sycolin Road & Battlefield Parkway	Rezoning 28.32 acres from PEC to B-3	19-May-08	Approval	1-Apr-10	Approval 1 Apr 10	11-May-10	Approved 11 May 2010	Approved, no site plan	
9	TLZM-2008-0005	Allman-Stanfield Properties at Greenway Farm	1200-block of South King Street	Amendments to ZM #101 to allow increased commercial square footage (40,350 sf total).	28-Aug-08	Conditional Approval	19-Jan-11	Approval 19 Jan 2012	14-Feb-12	Approved 14 Feb 12	Approved, no site plan	
10	TLZM-2010-0002	Lowes Home Improvement Center	Corner of battlefield Parkway and Russell Branch Pkwy	Rezoning from I-1 to B-3; development of a 152,245 SF Lowes and 120,093 SF of associated retail uses.	10-Sep-10	--	--	--	--	--	3rd submission comments sent 2 Oct 2012	Awaiting resubmission
11 (I)	TLZM-2012-0003	Crescent Place	Harrison Street (near Catoclin Circle)	Concept Plan and proffer amendment for 230 dwelling units and 16,000 sf commercial retail	26-Nov-12	--	--	--	--	--	2nd submission under review 29 Mar 13	

Completed project	Approved application, but no site plan submitted
Approved application, with approved site plan	Active application
Approved application, site plan submitted and in process	Inactive application

Special Exception Applications  
Pre-2010

April 2013

Application Number		Name of Project	Location	Application Description	Acceptance Date	Staff Recommendation	PC Public Hearing	PC Recommendation	Council Public Hearing	Council Action	Current Status	Comments
1	TLSE-2009-0003	St. John the Apostle Church	302 North King Street	Special exception for new church and fellowship hall, expansion of cemetery, and confirm existing preschool/daycare use.	17-Jul-09	Approval	5-Nov-09	Approval 5 Nov 09	8-Dec-09	Conditional Approval 12 Dec 09	Project Complete	
2	TLSE-2008-0005	Cornwall Commons	200 Block of Gibson Street	Special Exception to allow 19 two-bedroom age-restricted (over 55) housing units	19-May-08	Approval	20-Nov-08	Approval 20-Nov-08	9-Dec-08	Approved 9-Dec-08	Site Plan in progress	
3	TLSE-2008-0012	Allman Bank (Greenway Farm)	1200-block of South King Street	Special Exception to allow bank with 3 drive-through lanes	28-Aug-08	Approval (conditional)	19-Jan-12	Approval	14-Feb-12	Approved 14 Feb 12	Approved 8 Jan 13	Town Council Approved

(I) Indicates change to application in past month

	Completed project		Approved application, but no site plan submitted
	Approved application, with approved site plan		Active application
	Approved application, site plan submitted and in process		Inactive Application



Special Exception Applications  
2010

April 2013

	Application Number	Name of Project	Location	Application Description	Acceptance Date	Staff Recommendation	PC Public Hearing	PC Action	Council Public Hearing	Council Action	Current Status	Comments
1	TLSE-2010-0009	Leesburg Toyota	Corner of Cardinal Park Drive and Route 7	SE to expand and reconstruct auto dealership in the B-3 district	18-Oct-10	Conditional approval	4-Aug-11	Conditional Approval	30-Aug-11	Conditional approval	Building permit issued 11 Jun 2012	
2	TLSE-2010-0005	T-Mobile Antenna at Westpark	59 Clubhouse Drive	SE to permit cellular antennae in the B-3 district.	5-Aug-10	Conditional approval	21-Oct-10	Denial	9-Nov-10	Approval 11 Nov 2010	Site plan approved 11 Jun 2011	
3	TLSE-2010-0004	Greenway Farm Child Care	1241 South King Street	Special Exception to permit a child care facility in the B-1 district	11-Aug-10	Conditional approval	15-Jan-11	Approval 19 Jan 2012	14-Feb-12	Approved 14 Feb 12	Site plan in progress 12 Dec 12	
4	TLSE-2010-0006	Lowes Home Center - Bank Pad	Corner of Battlefield Pkwy and Russell Branch Pkwy	Pad Site	10-Sep-10	--	--	--	--	--	3rd submission commetns sent to applicant 28 Sep 2012	Awaiting resubmission
5	TLSE-2010-0007	Lowes Home Center - Restaurant Pad with Drive thru	Corner of Battlefield Pkwy and Russell Branch Pkwy	Pad Site	10-Sep-10	--	--	--	--	--	3rd submission commetns sent to applicant 28 Sep 2012	Awaiting resubmission
6	TLSE-2010-0008	Lowes Home Center - Outdoor Storage	Corner of Battlefield Pkwy and Russell Branch Pkwy	Outdoor garden storage for Lowe's store	10-Sep-10	--	--	--	--	--	3rd submission commetns sent to applicant 28 Sep 2012	Awaiting resubmission

(I) Indicates change to application in past month

Completed project	Approved application, but no site plan submitted
Approved application, with approved site plan	Active application
Approved application, site plan submitted and in process	Inactive application

Special Exception Applications  
2011

April 2013

Application Number		Name of Project	Location	Application Description	Acceptance Date	Staff Recommendation	PC Public Hearing	PC Action	Council Public Hearing	Council Action	Current Status	Comments
1	TLSE-2011-0001	Theriot	114 Morven Park Rd	Special Exception to permit an extended family residence in the R-4 District	22-Feb-11	Approval	2-Jun-11	Approval	14-Jun-11	Cond. Approval	Occupancy Permit Issued 24 Jan 2012	requires annual inspection
2	TLSE-2011-0003	Loudoun Funeral Chapel	158 Catootion Circle	To allow a crematorium	18-Oct-11	Approval	16-Feb-12	Approval	13-Mar-12	Approval	Building permit issued 11 Jun 2012	
3	TLSE-2011-0004	Catootion Veterinary Clinic	112 Dry Mill Road	Special Exception to permit a vet hospital in an existing building.	4-Oct-11	Approval	16-Feb-12	Approval	13-Mar-12	Approval	Site plan approved 4 Feb 13	
4	TLSE-2011-0002	Courthouse Square	Loudoun Times Mirror Site; Church, Market and Loudoun streets	Special Exception to permit a private parking structure in the B-1 district	3-Jun-11	Cond. Approval	1-Mar-12	Denial	27-Mar-12	Cond. Approval	Approved, site plan in progress	

(I) Indicates change to application in past month

Completed project	Approved application, but no site plan submitted
Approved application, with approved site plan	Active application
Approved application, site plan submitted and in process	Inactive application

Special Exception Applications  
2012

April 2013

Application Number		Name of Project	Location	Application Description	Acceptance Date	Staff Recommendation	PC Public Hearing	PC Action	Council Public Hearing	Council Action	Current Status	Comments
1	TLSE-2012-0004	Little Ark Learning Center (Home Day Care)	547 Rockbridge Dr SE	Special Exception to increase # of children from 5 to 12	12-Jun-12	Approval	20-Sep-12	Approval	23-Oct-12	41205	Town Council approved 23 Oct 12	
2	TLSE-2012-0002	Destiny Creative Arts School	Bellewood Commons	Special exception to permit a school of special instruction	7-Feb-11	Approval	3-May-11	Approval	12-Jun-12	Conditional approval	Town Council approved 06 Jun 12	
3	TLSE-2012-0005	Oaklawn Gas Station	Oaklawn, Land Bay C	Special Exception for gas station and convenience store	15-Jun-12	Deferral	17-Jan-13	Denial	26-Feb-13	Approval	Town Council approved 26 Feb 13	
4 (I)	TLSE-2012-0003	Home Depot - Outdoor Storage	280 Fort Evans Rd NE	Special Exception for outdoor storage of rental vehicles	18-Jun-12	Approval (conditions)	21-Feb-13	Approval	11-Apr-12	--	Scheduled for Town Council	
5	TLSE-2012-0006	Lowes Home Center - Vehicle Rental	Corner of Battlefield Pkwy and Russell Branch Pkwy	Special Exception to allow vehicle rental for customers	11-Jul-12	--	--	--	--	--	3rd submission comments sent to applicant 28 Sep 2012	Awaiting resubmission
6	TLSE-2012-0007	Lowes Home Center - Retail Size	Corner of Battlefield Pkwy and Russell Branch Pkwy	Special Exception to allow a retail center over 100,000 square feet.	11-Jul-12	--	--	--	--	--	3rd submission comments sent to applicant 28 Sep 2012	Awaiting resubmission

(I) Indicates change to application in past month

Completed project	Approved application, but no site plan submitted
Approved application, with approved site plan	Active application
Approved application, site plan submitted and in process	Inactive application



# Site Plan Map - Project Key April 2013

## Residential Projects

1. Banyan Cove
2. Cornwall Commons
3. Crossroads at Leesburg
4. Leesburg West
5. Meadowbrook
6. River Pointe (PMW Farms), Section 6
7. Valley View

## Commercial Site Plans

- A. 116 East Market Deli
- B. Catoctin Veterinary Clinic
- C. Chipolte Mexican Grill
- D. Crossroads at Leesburg, office bldg
- E. Inova Cornwall
- F. Market Station (Fireworks/Los Tios)
- G. River Creek Village
- H. Loudoun Cares
- I. Courthouse Square
- J. Greenway Pre School
- K. Comfort Suites






### Legend

- Leesburg Boundary
- Major Town Roads
- Town Roads
- Preliminary Subdivision Plats
- Approved
- Approvable
- Active

Commercial Development Applications - Final Site Plans  
Pre-2010

Application Number		Name of Project	Location	Project Description	Type of Site Plan	1st Submission Accepted	Date Approved	Total # of Submissions*	Current Status	Comments
1	TLPF-2004-0015	Leesburg Central, Building A	201 Loudoun St SE	New office building; infill construction in the Historic District	P/F Dev Plan	13-Jul-04	12-Oct-07	5	Occupancy Permit Issued 5 Apr 2012	
2	TLPF-2009-0017	Market Square at Potomac Station Bank (BB&T)	northeast corner of Battlefield Parkway and Potomac Station Drive	3,986 sq ft bank with drive-through lanes	Final	28-Aug-09	5-Jul-11	3	Occupancy Permit Issued 15 Oct 2012	
3	TLPF-2004-0015	Leesburg Central, Building B	106 Harrison St SE	New office building; infill construction in the Historic District	P/F Dev Plan	13-Jul-04	12-Oct-07	5	Occupancy Permit Issued 7 Dec 2012	
4	TLPF-2007-0015	211 Church Street	209-211 Church Street	12,356 SF office in two buildings; one new one renovated.	Final Site Plan	9-Oct-07	23-Dec-08	4	2nd submission comments sent to applicant 03 Apr 2013	This project was inactive for three years Building permit issued 22 Jan 13
5	TLPF-2009-0018	Cornwall Commons	Gibson St at Old Waterford Road	19 age-restricted townhomes	Final	28-Oct-09	n/a	3	3rd submittal approvable upon plat recorded/bond being posted. 1 Mar 2012	
6	TLPF-2009-0020	Crossroads at Leesburg (Mass Grading)	South King Street and Davis ave; behind Bloom	Mass grading of site	Final	30-Dec-09	n/a	3	3rd submittal approvable upon deed/plat recorded/bond being posted 15 Feb 2011	Active status extended to June 28, 2013
7	TLPF-2009-0002	116 East Market Street Deli	116 East Market St	New infill retail building in Historic District	Minor	31-Jan-09	n/a	3	Plat Recorded; final approval pending bond 15 May 2012	
8 (1)	TLPF-2007-0007	River Creek Village	Edwards Ferry Road, east of Costco	Commercial mixed-use center with five buildings	Final Site Plan	16-May-07	n/a	4	Comments sent. Revised Signature Sets requested 22 Mar 2013	

(I) Indicates change to application in past month

	Occupancy permit issued by County		Approvable application, waiting on deeds, plats or bonding
	Building permit issued by County		Active application
	Approved application, but no building permit issued		Inactive application



Commercial Development Applications - Final Site Plans  
2010

Application Number		Name of Project	Location	Project Description	Type of Site Plan	1st Submission Accepted	Date Approved	Total # of Submissions*	Current Status	Comments
1	TLPF-2010-0006	Douglass Elementary School	55 Plaza Street SE and Sycolin Road	Construction of new two-story, 100,097 sf elementary school on existing LCPS Support Center site	Final	2-Jun-10	11-May-11	2	Occupancy Permit issued 20 Jul 2012	Project Complete
2	TLPF-2010-0003	St. John the Apostle Catholic Church	110 Oakcrest Manor	32,000 square foot church, 2,974 sf expansion of existing parish center, 157 space parking expansion	Final	15-Mar-10	8-Oct-10	3	Occupancy Permit issued 15 Nov 2012	Project Complete
3	TLPF-2010-0011	Dulles Chrysler Jeep Ram	107 Catootlin Circle	New and used vehicle sales and service, with a 22,762 sf facility	Final	9-Nov-10	13-Sep-11	3	Occupancy Permit issued 16 Jan 2013	Project Complete
4	TLPF-2010-0004	Crossroads at Leesburg	Davis Ave SE, behind Bloom	60,900 sq ft, 3-story office building	Final	7-May-10	n/a	3	2nd submission comments sent to applicant 03 Apr 2013	Active status extended to June 28, 2013

\*Number of submissions includes signature sets, but not insert sheets  
(!) Indicates change to application in past month

Occupancy permit issued by County  
Building permit Issued by County  
Approved application, but no building permit issued

Approvable application, waiting on deeds, plats or bonding  
Active application  
Inactive application



Commercial Development Applications - Final Site Plans  
2011

Application Number		Name of Project	Location	Project Description	Type of Site Plan	1st Submission Accepted	Date Approved	Total # of Submissions*	Current Status	Comments
1	TLPF-2011-0003	Wolf Furniture	Fort Evans Road	Modification of original site plan to a 46,030 sf furniture store	Final	25-Mar-11	8-Jul-11	2	Occupancy Permit issued 31 Aug 2012	Project Complete
2	TLPF-2011-0001	Harrison Subdivision, Lots 3A and 3B	South side of North Street, between 124 Harrison Street NE and 211 North Street NE	Construction of two single family detached dwelling units with detached garages	Final	18-Jan-11	29-Dec-11	3	Building permit(s) issued 28 Sep 2012	Under construction (both)
3	TLPF-2011-0008	Star Buick, GMC	326 East Market Street	Addition of 6,259 SF	Final	12-Oct-11	2-Apr-12	3	Building permit issued 24 Apr 2012	Under construction
4	TLPF-2011-0009	Leesburg Toyota	Cardinal Park Drive and Route 7	Automobile showroom and service building (51,700 SF) on two parcels on Cardinal Park Drive	Final	18-Oct-11	28-Aug-12	3	2nd submission comments sent to applicant 03 Apr 2013	Under construction
5	TLPF-2011-0007	Loudoun Funeral Chapel	158 Loudoun Street	Addition of 2,500 SF	Final	23-Sep-11	8-Jun-12	3	Building permit issued 28 Nov 2012	Under construction

\*Number of submissions includes signature sets, but not insert sheets  
(!) Indicates change to application in past month

Occupancy permit issued by County	Approvable application, waiting on deeds, plats or bonding
Building permit issued by County	Active application
Approved application, but no building permit issued	Inactive application

Commercial Development Applications - Final Site Plans  
2012

Application Number	Name of Project	Location	Project Description	Type of Site Plan	1st Submission Accepted	Date Approved	Total # of Submissions*	Current Status	Comments
1	TLPF-2012-0008	134 Ft. Evans Road Vet Office	134 Fort Evans Road	Construct two story vet office with parking and utility extensions	Final	6-Aug-12	2	Building Permit Issued 21 Nov 2012	Under Construction
3 (!)	TLPF-2012-0005	Village at Leesburg, Bld Q	Russell Branch Parkway	Approval of a 13,600 SF retail building	Final	24-Apr-12	3	Building Permit Issued 05 Mar 2013	
2	TLPF-2012-0007	Catoctin Veterinary Clinic	112 Dry Mill RD SW	Conversion of existing office building to a veterinary clinic (no new square footage)	Mini	20-Jun-12	3	Site Plan Approved 4 Feb 13	
4 (!)	TLPF-2012-0001	Chipotle Mexican Grill	Corner of Battlefield Pkwy and Rte 15 bypass (Stein mart plaza)	2,143 SF restaurant	Mini	24-Jan-12	2	2nd submission comments sent to applicant 03 Apr 2013	
5	TLPF-2012-0002	Inova Cornwall	Cornwall and Gibson Streets	Demolition of part of existing hospital (67,023 sq ft) and replace with surface parking	Final	25-Jan-12	2	2nd submission comments sent to applicant 12 Feb 2013	Planning Commission approved Variation Request 21 Dec 2012
6	TLPF-2012-0006	Market Station	201 Harrison St SE	Expansion of Fireworks Pizza and Los Tios restaurants (998 sq ft interior space and 812 sq ft outdoor deck)	Mini	19-Jun-12	1	1st submission review comments sent to applicant. 13 July 2012	
7	TLPF-2012-0009	Loudoun Cares	207 South King Street	Renovation and expansion of existing building and parking lot at 8B South Street	Final	17-Aug-12	1	1st submission comments sent to applicant 12 Oct 2012	
8	TLPF-2012-0011	Courthouse Square	Church Street and Loudoun Street	Addition to existing Loudoun Times Mirror building, proposed office and retail, new parking structure	Final	11-Dec-12	1	1st submission comment letter sent 13 Feb 2013	
9	TLPF-2012-0012	Greenway Preschool	25 Greenway Drive SW	Improvements to existing daycare center, expand parking lot, connect utilities.	Final	14-Dec-12	2	2nd submission under review 02 Apr 2013	

Occupancy permit issued by County	Approvable application, waiting on deeds, plats or bonding
Building permit issued by County	Active application
Approved application, but no building permit issued	Inactive application



Commercial Development Applications - Final Site Plans  
2013

April 2013

Application Number		Name of Project	Location	Project Description	Type of Site Plan	1st Submission Accepted	Date Approved	Total # of Submissions*	Current Status	Comments
1	TLPF-2013-0003	Comfort Suites Conference Center	80 Prosperity Avenue	Addition of 16,636 SF conference center and parking modifications	Final	26-Feb-13		1	1st submission under review	

Occupancy permit issued by County	Approvable application, waiting on deeds, plats or bonding
Building permit issued by County	Active application
Approved application, but no building permit issued	Inactive application



## Final Subdivision Plats

Application Number		Name of Project	Location	Description	Type of Application	1st Submission Accepted	Date Approved	Number of Submissions	Current Status	Building permit(s) issued Comments
2	TLFS-2007-0003	Towns of Kincaid	Battlefield Parkway & Kincaid Blvd	38 townhomes on 6.35 acres, zoned PRN	Final Subdivision	14-Jun-08	2-Nov-09	5	All Occupancy permits issued 5 Apr 2012	
3	TLFS-2010-0005	Oaklawn Section 3	General vicinity of Sycolin Road and Tolbert Lane	84 townhouses	Final Subdivision	28-Apr-10	14-Jul-10	2	All building permits issued; 65 occupancy permits issued	2nd submission comments sent to applicant 03 Apr 2013
4	TLFS-2010-0006	PMW Farms (Festival Lakes) Section 1	River Creek Parkway & Fort Evans Road	Sec. 1 for 49 SFD, open space and public dedication. (Entire project is 140 single family homes & 135 townhomes on 105 acres, zoned PRN)	Final Subdivision	20-Oct-10	11-May-11	3	5 of 6 sections under construction	Construction Drawing Reference: TLCD-2009-0002– see status on page 17
5	TLFS-2010-0010	PMW Farms (Festival Lakes) Section 2	River Creek Parkway & Fort Evans Road	Sec. II is for 36 SFD, open space and puplic street dedication. Entire project is for 140 single family homes & 135 townhomes on 105 acres, zoned PRN	Final Subdivision	8-Dec-10	22-Jun-11	3	5 of 6 sections under construction	Construction Drawing Reference: TLCD-2010-0005 – see status on page 17
6	TLFS-2011-0003	PMW Farms (Festival Lakes) Section 3 & 5	River Creek Parkway & Fort Evans Road	Subdivision of Residue Parcel A into Lots 141-275, Parcel M, N, O, P, Q, R, S & T for 30 SFD homes.Entire project is for 140 sf homes & 135 th on 105 acres, zoned PRN	Final Subdivision	28-Mar-11	7-Sep-11	3	5 of 6 sections under construction	Construction Drawing Reference: TLCD-2010-0006 - see status on page 17
7	TLFS-2011-0001	PMW Farms (Festival Lakes) Section 4	River Creek Parkway & Fort Evans Road	Sec. IV is for 27 SFD, open space and puplic street dedication. Entire project is for 140 single family homes & 135 townhomes on 105 acres, zoned PRN	Final Subdivision	25-Jan-11	11-Aug-11	3	Plat and deed recorded 12 Aug 2011	Construction Drawing Reference: TLCD 2010-0004 – see status on page 17
9	TLFS-2010-0004	Valley View	East side of Valley View Ave, between Davis Ave and Stratford Pl	8 single family homes and 15 townhomes on 5.1 acres, zoned R-4 and R-8	Final Subdivision	1-Apr-10	20-Apr-12	3	Deed and Plat recorded 25 Apr 2012	2nd submission under review 02 Apr 2013
9	TLFS-2011-0004	PMW Farms (Festival Lakes), Section 6	River Creek Parkway & Fort Evans Road	30 SFD lots	Final Subdivision	25-Jun-12	n/a	2		
10 (I)	TLFS-2011-0005	Banyan Cove	Edwards Ferry Road, between Route 15 bypass and Catoclin Circle	24 townhouse units, zoned R-22	Final Subdivision	6-Sep-11	n/a	4	4th submission comments sent 08 Mar 2013	Const Drawings ref: TLCD-2011-0002 - see status pg 17

## Preliminary Subdivision Plats

Application Number		Name of Project	Location	Description	Type of Application	1st Submission Accepted	Date Approved	Number of Submissions	Current Status	Comments
11	TLPS-2010-0001 (TLPS-2006-0001)	Meadowbrook	Generally bounded by South King Street, Evergreen Mill Road and Masons Lane	400 single family homes on 213.34 acres, zoned R-1 w/ Traditional Design Option	Preliminary Subdivision	28-Jan-10	n/a	2	Conditional approval - 15 Apr 2010	Approved by PC on 15 Apr 2010. No construction plans submitted to date
12	TLPS-2008-0001	Villas at Crossroads at Leesburg (formerly Waterside at Tuscarora Creek)	East of Olde Isaak Walton Park, south of Tuscarora Creek	3 single family homes and 40 duplex units on 19.72 acres, zoned R-6	Preliminary Subdivision	3-Jun-08	n/a	3	Conditional approval by PC 6 Jan 2011	

Occupancy permits issued for all units  
Active building permits for one or more units  
Final subdivision plat approved

Approvable final or preliminary subdivision plat  
Active application  
Inactive application

Preliminary Subdivision Plats

13	TLPS-2010-0002	Leesburg West	Catoctin Circle SW	25 cluster lots and 3 traditional lots on approx 11 acres	Preliminary Subdivision	23-Mar-10	n/a	4	Preliminary Plat approved 7 Aug 2012	
14	TLPS-2012-0001	Village at Leesburg Landbay C	Village at Leesburg	84 single family attached units served by a private street	Preliminary Subdivision	27-Jul-12	n/a	1	First submittal comments sent to applicant 24 Sep 2012	

Occupancy permits issued for all units

Active building permits for one or more units

Final subdivision plat approved

Approvable final or preliminary subdivision plat




Active application



Inactive application



CIP (Town Constructed)  
Plan Review

Application Number		Name of Project	Project Description	1st Submission Accepted	Approved	Total # of Submissions	Current Status	Comments
1	TLCI-2009-0010	South King Street Widening, Phase 1	Widen South King from Governors Drive to Greenway Drive to 4-lanes with planted median.	29-Sep-09	23-Aug-11	3	Under Construction	Complete by Fall 2013
2	TLCI-2011-0003	Lower Sycolin Sewage Conveyance System	Construction of sewage system to serve areas south of Town's incorporated boundary and areas between Dulles Greenway and W&OD Trail.	5-Jul-11	16-Aug-11	3	Under Construction	Complete Spring 2013
3 (I)	TLCI-2011-0005	Downtown Improvements Phase I (East End Triangle/Alleyways)	Improvements to the East End Triangle and the Alleyways	10-May-11	8-Jun-12	3	Substantial Completion	
4	TLCI-2011-0004	Lowenbach, Phase III - Prince Street	Improvements to Prince Street and adjacent portions of Blue Ridge Avenue: curb, gutter, drainage, water line & sidewalk	2-May-11	7-Aug-12	3	Under Construction	Complete Spring 2013
5	TLCI-2010-0003	Old Waterford Road Sidewalk	Construction of missing segments of sidewalk along Old Waterford Road between Ayr St and Ayrlee Ave.	24-Mar-10	15-Nov-11	3	Substantial Completion	
6	TLCI-2012-0001	Airport Helipad & North Access Road	Construction of three helipads on the south apron, and repairs to the north access road to the T-hangar complex	12-Apr-12	27-Sep-12	3	Under Construction	Complete Spring 2013
7 (I)	TLCI-2011-0006	Turn Lane at Sycolin Rd & Tavistock Dr	Construction of turn lanes and traffic signal on Sycolin Road at Tavistock Drive.	23-Sep-11	13-Feb-13	4	Under Construction	Construction contract awarded 08 Feb 13. Work stopped due to utility conflicts.
8 (I)	TLCI-2008-0010	Virt's Corner	Realignment of the South King Street, Gleedsville Road and Masons Lane intersection	21-Oct-08	21-Oct-11	5	Construction to begin April 2013	Construction contract awarded 12 Mar 13
9 (I)	TLCI-2011-0002	Edwards Ferry Rd at Rte 15 Bypass Right Turn Lane Improvements	Improvements to intersection to help mitigate traffic congestion including dual right turn lanes on eastbound Edwards Ferry Road at Route 15 Bypass.	28-Feb-12	26-Mar-13	3	Plans approved 26 Mar 13	VDOT plan approval required before advertising for bid.
10	TLCI-2011-0009	Linden Hill Access Road	Construction of a one-way access road from Linden Hill Way to Country Club Drive	4-Jan-08	n/a	3	Plans approvable pending land acquisition 15 Jul 2012	
11	TLCI-2011-0001	Battlefield Parkway	Battlefield Parkway, from Route 15 to Evergreen Mill Road	24-Jan-11	n/a	1	Preliminary plans received and under review 6 Mar 12	VDOT funding received for 4 lanes – current 2 lane design being revised
12	TLCI-2009-0002	Downtown Street Lighting	Replacement of downtown streetlights (King, Market & Wirt Streets)	4-Apr-09	n/a	1	Being coordinated with the Downtown Improvement Project.	

 Completed project  
 Under construction  
 Plans approved, no construction start




 Plans approvable, waiting on deeds, plats or bonding  
 Plans under review





CIP (Town Constructed)  
Plan Review

April 2013

	Application Number	Name of Project	Project Description	1st Submission Accepted	Approved	Total # of Submissions	Current Status	Comments
13 (!)	TLCI-2011-0010	Church Street Improvements	Addition of curb and gutter, sidewalk and storm drainage improvements between Loudoun Street and Royal Street	23-Nov-11	n/a	4	4th submission under review 01 Mar 2013	Construction bid received 28 Mar 13, Award scheduled for 23 Apr 13
14 (!)	TLCI 2012-0003	Sycolin Road Widening Ph III	Upgrade Sycolin Rd. in vicinity of Hope Parkway from 2 lanes to 4 lanes	18-Oct-12	n/a	2	2nd submission under review 04 Apr 13	Project being coordinated with Sycolin Flyover project
15	TLCI-2013-0001	South King Street Widening Ph II	Widen South King Street to four lanes from south of Greenway Dr to the southern corporate limits	4-Feb-13	n/a	1	1st submission comments being addressed 08 Mar 13	
16 (!)	TLCI-2013-0002	Runway 17 Safety Area Grading	Grading of an area north of Runway 17 to improve aircraft safety	4-Feb-13	n/a	2	2nd submission under review 05 Apr 13	
17 (!)	TLCI-2013-0003	Miller Drive Extension	Construction of Miller Drive between Blue Seal Drive and Tolbert Lane	12 Mar 13	n/a	1	1st submission comments being addressed 31 Mar 13	
18 (!)	TLCI-2013-0004	Traffic signal at Battlefield Parkway and Plaza Street	Installation of new traffic signal on Battlefield Parkway at Plaza Street	28-Mar-13	n/a	1	1st submission comments being addressed 31 Mar 13	

 Completed project  
 Under construction  
 Plans approved, no construction start




 Plans approvable, waiting on deeds, plats or bonding  
 Plans under review





Public Infrastructure (Developer Constructed)  
Plan Review

April 2013

Application Number		Name of Project	Developer/Associated Project	Project Description	1st Submission Accepted	Approved	Total # of Submissions	Current Status	Comments
1	TLPF-2006-0010	Route 7/River Creek Parkway interchange	Kettler (Village at Leesburg)	New grade-separated interchange	2-Jun-06	27-Dec-07	3	Open to traffic, but still under bond	Plans were approvable in May 2007, but were not approved until bonded. Plans were divided into a series of smaller plans in order to facilitate bonding and get construction started. The first of the sub-plans was approved on 20 Aug 07.
2	TLPF-2006-0006	Russell Branch Parkway East	Kettler (Village at Leesburg)	Russell Branch Parkway, from Cochran Mill Road to Crosstrail Boulevard	8-May-06	28-Jan-08	4	Four lanes open on Battlefield Parkway	
3	TLPF-2006-0007	Russell Branch Parkway West	Kettler (Village at Leesburg)	Russell Branch Parkway, from Crosstrail Boulevard to the western boundary of KSI site, adjacent to Hunter Dowdy tract	8-May-06	6-Feb-08	5	Open to traffic, but still under bond	
4	TLPF-2006-0011	Festival Lakes Sanitary Sewer Extension	PMW Farms	Sanitary sewer outfall into Potomac Station to serve Future Festival Lakes subdivision	7-Jun-06	17-May-11	4	Site Plan approved 17 May 2011	
5	TLPF-2009-0014	Fort Evans Road widening, Menlow Drive to Vista Ridge Dr	PMW Farms (Festival Lakes)	Two lanes of Fort Evans Road, plus curb, gutter & sidewalk	19-Jun-09	15-Apr-11	3	Site Plan approved 15 Apr 2011	Under construction
6	TLCD-2009-0002	PMW Farms, Sec. 1	PMW Farms (Festival Lakes)	5 of 6 sections under construction	9-Jan-09	13-May-11	3	Construction Drawings approved 13 May 2011	Under construction
7	TLCD-2010-0005	PMW Farms, Sec 2	PMW Farms	5 of 6 sections under construction	22-Jun-10	22-Jun-11	3	Construction Drawings approved 13 May 2011	Under construction
8	TLCD-2010-0006	PMW Farms, Sec. 3 & 5	PMW Farms	5 of 6 sections under construction	1-Oct-10	8-Aug-11	3	Construction Drawings approved 8 Aug 2011	Under construction
9	TLCD-2010-0004	PMW Farms, Sec 4	PMW Farms	5 of 6 sections under construction	28-Oct-10	15-Aug-11	3	Construction Drawings approved 15 Aug 2011	Under construction
10	TLCD-2008-0003	Valley View	Batu Homes	8 SFD & 15 SFA & public street	25-Aug-08	26-Apr-12	4	Plans Approved 26 Apr 2012	
11	TLPF-2009-0019	Fort Evans Road widening, River Creek Parkway to Sentinel Dr	PMW Farms (Festival Lakes)	Two lanes of Fort Evans Road, plus curb, gutter & sidewalk	24-Dec-09	26-Feb-13	3	Plans approved. 26 Feb 2013	This is Phase II of the project
12	TLPF-2006-0016	Interim Sanitary Pump Station	Kettler (Village at Leesburg)	Russell Branch Parkway East	24-Jul-06	n/a	4	Waiting on signed deed - 11 Jul 2008	Inactive since 22 May 2011
13	TLPF-2006-0026	Oaklawn - Hope Parkway	Oaklawn LLC	Road connection through Oaklawn to connect existing Hope Parkway with Battlefield Pkwy	8-Dec-06	n/a	3	Waiting on bond & recorded plat. Status extended to 01 Jan 14 - 02 Jul 12	Active status extended to 01 Jan 2014
14	TLCD-2011-0001	PMW Farms, Sec. 6	PMW Farms (Festival Lakes)	30 SFD & public streets	27-Jan-10	n/a	3	3rd submission comments sent to applicant 7 Feb 2013	
15	TLCD-2011-0002	Banyan Cove	Banyan Cove (Jon Wood)	24 townhouse units at Edwards Ferry Road and Heritage Way	26-Oct-11	n/a	4	4th submission review comments sent to applicant 8 Mar 13	
16	TLPF-2011-0002	Crossroads at Leesburg; Davis Avenue extension	Terminus of current Davis Avenue	Extension of Davis Ave into the Crossroads at Leesburg (R-6) property	31-Jan-11	n/a	1	First submission comments sent 01 Apr 2011	Active status extended to 28 Jun 2013

 Completed project  
 Under construction  
 Plans approved, no construction start

 Plans approvable, waiting on deeds, plats or bonding  
 Plans under review



# Active Building Permits Project Key - April 2013

## Residential Projects

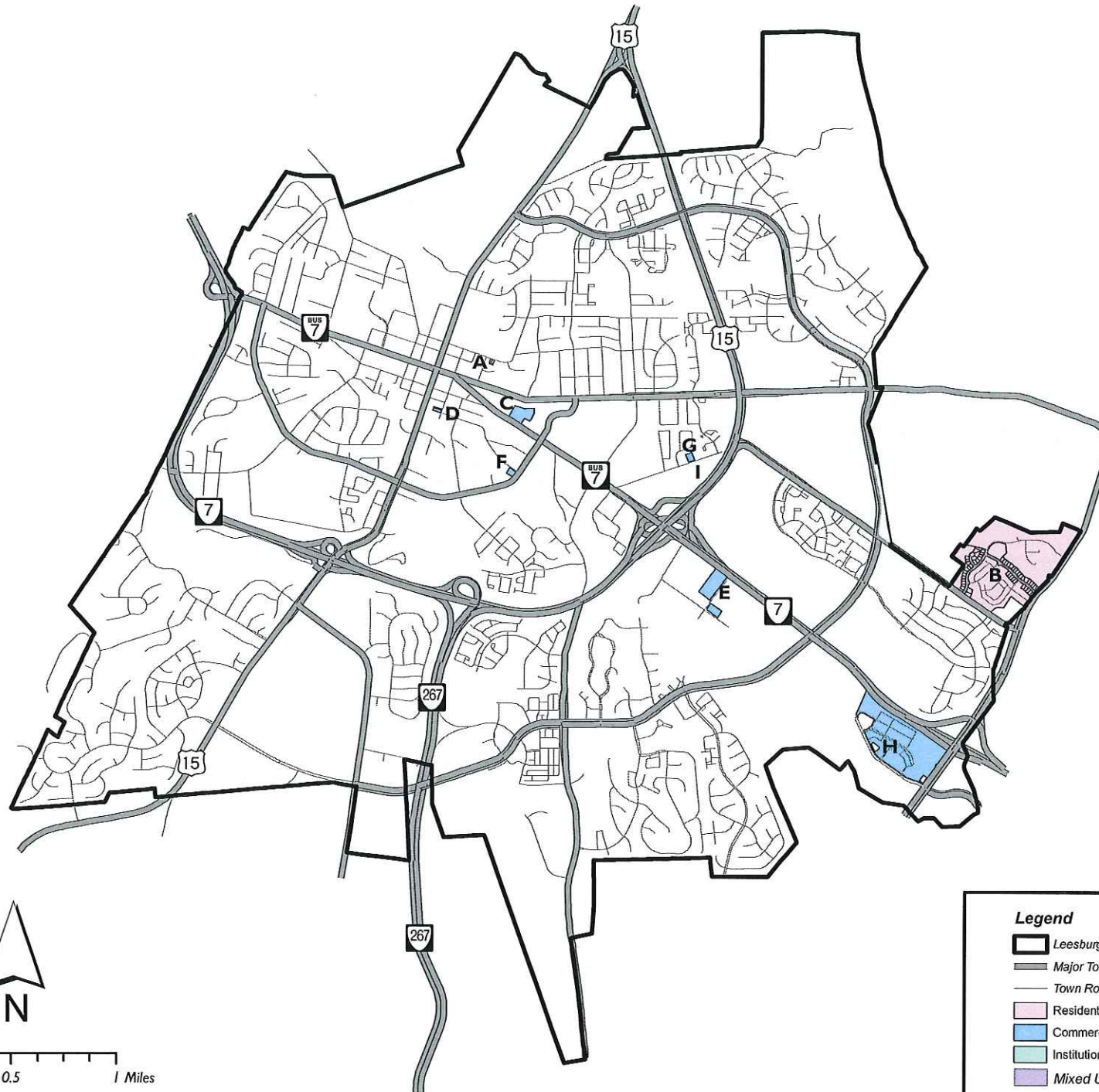
- A. Harrison Subdivision
- B. RiverPointe (PMW Farms), Sections 1-5

## Commercial Projects

- C. Star Buick/GMC
- D. 209 Church Street
- E. Leesburg Toyota
- F. Loudoun Funeral Chapel
- G. Ft. Evans Rd. Vet Office
- H. Village at Leesburg, Bldg Q

## Institutional

- I. Loudoun Community Health



### Legend

- Leesburg Boundary
- Major Town Roads
- Town Roads
- Residential
- Commercial
- Institutional
- Mixed Use



Active Building Permits

Name of Project	Location	Project Description	Office	Square Footage			Residential Units	Comments
				Retail	Commercial	Institutional		
1	Harrison Subdivision	North Street	2 single family detached homes				2	
2	Loudoun Community Health Center	163 Ft. Evans Road	Office building for medical uses	27,283				
3	PMW Farms (Festival Lakes) Sec. 1	River Creek Parkway & Fort Evans Road	Project is 140 single family homes & 135 townhomes on 105 acres, zoned PRN				17	This section: 46 SFD.
4	PMW Farms (Festival Lakes) Sec. 2	River Creek Parkway & Fort Evans Road	Project is 140 single family homes & 135 townhomes on 105 acres, zoned PRN				20	This section: 37 SFD.
5	PMW Farms (Festival Lakes) Sec. 3 & 5	River Creek Parkway & Fort Evans Road	Project is 140 single family homes & 135 townhomes on 105 acres, zoned PRN				40	This section: 135 TH
6	Star Buick, GMC	326 East Market Street	Addition of 6,259 SF		6,259			
7	211 Church Street	211 Church Street	Commercial office building	11,084				
8	Leesburg Toyota	1 Cardinal Park Dr SE	Automobile Dealership and Showroom		51,700			
9	Loudoun Funeral Chapel (addition)	Loudoun Funeral Chapel (addition)			2,500			
10	Life Center Vet Clinic	134 Ft. Evans Rd	Extension of Life Center Vet Clinic			8,400		
11	Village at Leesburg, Bldg Q	Russell Branch Parkway	New freestanding retail building		13,600			

# New Construction Summary

April 2013

## Commercial

Year	# of Projects*	New Construction (Square Feet)					Demolitions (Square Feet)					Net New Total
		Office	Retail	Commercial	Institutional	Total	Office	Retail	Commercial	Institutional	Total	
2013	1	0	29,510	0	0	29,510	0	0	0	0	0	29,510
2012	6	22,297	51,547	0	129,339	203,183	0	(9,620)	0	0	(9,620)	193,563
2011	10	10,651	185,696	71,113	0	267,460	0	0	0	(20,523)	(20,523)	246,937
2010	10	30,662	41,753	41,291	279,427	393,133	0	(4,208)	0	0	(4,208)	388,925
2009	6	129,148	498,390	1,007,602	16,600	1,651,740	0	(3,990)	0	(31,300)	(35,290)	1,616,450
2008	10	214,381	257,077	54,158	0	525,616	0	0	0	(11,766)	(11,766)	513,850
2007	10	75,150	20,723	79,107	0	174,980	0	(2,987)	(52,522)	0	(55,509)	119,471
2006	3	0	21,292	0	0	21,292	0	(1,800)	(2,462)	0	(4,262)	17,030
2005	5	15,126	91,718	13,613	0	120,457	0	0	0	0	0	120,457
2004	7	0	438,706	49,624	0	488,330	0	(89,566)	0	0	(89,566)	398,764
2003	3	66,300	3,700	0	242,603	312,603	0	0	0	0	0	312,603
2002	5	89,613	9,384	58,226	187,490	344,713	(1,716)	0	0	0	(1,716)	342,997
2001	13	134,122	206,725	260,270	84,540	685,657	0	0	0	0	0	685,657
<b>Total</b>	<b>89</b>	<b>787,450</b>	<b>1,856,221</b>	<b>1,635,004</b>	<b>939,999</b>	<b>5,218,674</b>	<b>(1,716)</b>	<b>(112,171)</b>	<b>(54,984)</b>	<b>(63,589)</b>	<b>(232,460)</b>	<b>4,986,214</b>

\*This number does not correlate to actual Occupancy Permits issued. Projects may have multiple buildings; buildings may have multiple spaces.

## Residential

Year	Number of Units			
	Single Family	Townhomes	Multifamily	Total
2013	15	3	0	18
2012	21	56	0	77
2011	0	61	0	61
2010	1	63	112	176
2009	0	45	222	267
2008	1	68	0	69
2007	8	33	0	41
2006	60	77	108	245
2005	121	172	272	565
2004	188	187	28	403
2003	305	288	0	593
2002	369	193	202	764
2001	454	238	30	722
<b>Total</b>	<b>1,543</b>	<b>1,484</b>	<b>974</b>	<b>4,001</b>

Note: Numbers above reflect Occupancy Permits issued by Loudoun County





**Monthly Report of Financial Condition**  
For the period ended March 2013  
(unaudited, cash basis)

	General Fund		Capital Projects Fund		Utilities Fund		Total Fund	
	Current Month	Year-to-date	Current Month	Year-to-date	Current Month	Year-to-date	Current Month	Year-to-date
<b>BEGINNING BALANCE</b>								
Cash and Cash Equivalents	\$16,297,991	\$16,824,955	\$4,175,005	\$12,419,567	\$15,082,357	\$18,351,436	\$35,555,353	\$47,595,958
Taxes	\$926,624	\$9,552,202	\$0	\$0	\$0	\$0	\$926,624	\$9,552,202
Permits and Fees	51,349	435,473	-	-	-	-	51,349	435,473
Fines & Forfeitures	54,828	972,538	-	-	-	88,764	54,828	1,061,302
Use of Money & Property	147,139	1,281,485	37,727	56,403	890	94,992	185,756	1,432,880
Charges for Services	546,258	3,712,842	-	23,034	139,807	9,857,816	686,065	13,593,692
Donations/Transfers	606,361	2,360,874	8,388	1,799,506	507,986	593,422	1,122,735	4,753,802
Revenue from State	1,811,126	7,468,818	2,969,614	3,041,006	-	-	4,780,740	10,509,824
Revenue from Federal Government	2,446	3,517,381	-	304,677	-	33,440	2,446	3,855,498
Other sources (e.g. bond proceeds)	-	-	-	-	-	-	-	-
<b>Total Receipts</b>	<b>\$4,146,131</b>	<b>\$29,301,613</b>	<b>\$3,015,729</b>	<b>\$5,224,626</b>	<b>\$648,683</b>	<b>\$10,668,434</b>	<b>\$7,810,543</b>	<b>\$45,194,673</b>
<b>Disbursements</b>								
Personnel	\$2,151,835	\$20,958,000	\$79,991	\$796,705	\$557,209	\$5,325,672	\$2,789,035	\$27,080,377
Contractual Services	518,912	5,044,219	63,280	710,930	34,804	343,391	616,996	6,098,540
Materials and Supplies	47,691	756,821	6	2,922	71,081	850,808	118,778	1,610,551
Transfer Payments	-	1,004,387	145,480	436,441	468,485	1,410,874	613,965	2,851,702
Continuous Charges	252,690	1,679,042	1,663	7,552	105,389	845,569	359,742	2,532,163
Capital Expenditures	111,247	1,055,665	660,258	10,508,051	626,274	4,175,358	1,397,779	15,739,074
Debt Service Expended	320,903	5,724,782	-	-	73,586	3,001,033	394,489	8,725,815
<b>Total Disbursements</b>	<b>\$3,403,278</b>	<b>\$36,222,916</b>	<b>\$950,678</b>	<b>\$12,462,601</b>	<b>\$1,936,828</b>	<b>\$15,952,705</b>	<b>\$6,290,784</b>	<b>\$64,638,222</b>
<b>Net Receipts and Disbursements</b>	<b>\$742,853</b>	<b>(\$6,921,303)</b>	<b>\$2,065,051</b>	<b>(\$7,237,975)</b>	<b>(\$1,288,145)</b>	<b>(\$5,284,271)</b>	<b>\$1,519,759</b>	<b>(\$19,443,549)</b>
<b>Net Balance Sheet Changes</b>	<b>767</b>	<b>7,137,959</b>	<b>(2,629,789)</b>	<b>(1,571,325)</b>	<b>1,720,084</b>	<b>2,447,134</b>	<b>(908,938)</b>	<b>8,013,768</b>
<b>ENDING BALANCE</b>								
Cash and Cash Equivalents	\$17,041,611	\$17,041,611	\$3,610,267	\$3,610,267	\$15,514,296	\$15,514,296	\$36,166,174	\$36,166,175

**TOWN OF LEESBURG**  
**FY 2013 - MONTHLY TRACKING OF UTILITIES ACTIVITIES**  
**MARCH 2013**  
**WATER SUPPLY**

	7/1/2012**	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Total
<b>Gallons Pumped*</b>													
Projection	170,542	154,765	135,084	124,258	112,797	119,081	117,797	105,837	116,515	120,410	134,288	155,271	1,566,645
Actual	162,216	153,374	132,956	127,662	115,542	118,971	120,237	106,878	112,962				1,150,798
<b>Cost to Produce</b>													
Projection	\$272,451	\$454,085	\$581,228	\$381,431	\$381,431	\$617,192	\$381,431	\$326,941	\$526,738	\$326,941	\$399,959	\$799,189	\$5,449,017
Actual	\$238,253	\$352,803	\$506,580	\$353,433	\$486,239	\$458,398	\$382,764	\$461,987	\$582,674				\$3,823,131
<b>Revenue</b>													
Projection	\$634,896	\$1,168,363	\$407,286	\$330,408	\$1,090,953	\$319,932	\$511,938	\$802,516	\$281,249	\$477,447	\$718,377	\$839,104	\$7,582,469
Actual	-\$780,871	\$1,308,246	\$349,034	\$515,891	\$1,024,189	\$405,356	\$400,991	\$920,177	\$29,156				\$4,172,169

**WASTEWATER TREATMENT**

	7/1/2012**	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Total
<b>Gallons Treated*</b>													
Projection	140,727	140,076	141,092	154,815	146,913	164,577	156,524	146,230	172,933	154,230	157,691	141,451	1,817,259
Actual	131,745	130,972	127,760	145,320	131,805	139,476	149,326	133,066	152,631				1,242,101
<b>Cost to Treat</b>													
Projection	\$371,160	\$643,344	\$668,088	\$519,624	\$593,856	\$593,856	\$618,600	\$519,624	\$668,088	\$544,368	\$692,832	\$989,760	\$7,423,200
Actual	\$324,315	\$495,410	\$707,556	\$384,076	\$683,633	\$722,421	\$435,864	\$693,503	\$722,422				\$5,169,200
<b>Revenue</b>													
Projection	\$679,743	\$1,113,304	\$428,793	\$302,791	\$1,057,500	\$384,289	\$618,423	\$1,005,402	\$356,657	\$610,690	\$927,919	\$1,053,190	\$8,538,701
Actual	-\$855,606	\$1,467,599	\$417,309	\$561,587	\$1,192,732	\$528,741	\$520,805	\$1,164,043	\$41,544				\$5,038,754

**NOTE:** Analysis does not include debt service which is paid with availability fee reserves and cash.

\* Gallons x 1,000

\*\*Analysis includes impact of final 2012 revenue accruals.

Source: DOF/Utilities 3/8/2013



### **March 2013 - 24 New Businesses**

Alternate Perspectives, Inc.  
Althea's Ladies Footwear  
American Value Services, Inc.  
CMH Studies, LLC  
Craftsman Management Team, LLC  
Curry's Auto Service of Leesburg, LLC  
Diversity Language Solutions, L.C.  
Elizabeth's, LLC  
Ellis Solutions, Inc.  
Express Lane, LLC  
Grasshoppers Landscape, LLC  
Grelot, Dr. Monique

JG Lawncare & Landscaping  
J. Morris Flowers, LLC  
Lexava Solutions, LLC  
Nosheen Owais Daycare  
Ostrich Press, The  
Ramsell Dining NV, LLC  
Sperry Top-Sider, LLC  
Super Cleaning Services, LLC  
Tracy, Rick  
True Canine Solutions  
Ulta Salon Cosmetics & Fragrance, Inc.  
Virginia Home Team, LLC

### **Personnel Update - March 9, 2013 thru April 12, 2013**

#### **New Hires**

Edward Martin  
Joseph Zebrine  
Elaine Sudano

#### **Position**

Police Officer I  
Police Officer II  
Communications Tech II

#### **Department**

Police  
Police  
Police

#### **Separations**

Michael Armstrong  
Wendy Garcia  
Jessie Burke

Engineer  
Fitness Supervisor  
Police Officer II

Public Works  
Parks & Recreation  
Police

### **Regular Full-time and Regular Part-time Vacancies as of April 12, 2013**

Department	#	Position Title	Date of Vacancy	Ad Placed	Apps Rcvd	Preliminary Interview	Final Interview	Offered	Accepted
<i>Parks and Recreation</i>	1	Groundskeeper I OR Groundskeeper II	2/7/13	√	√	√	√	√ Pending background check	
<i>Parks and Recreation</i>	1	Fitness Supervisor	4/5/13	√	√				
<i>Police</i>	2	Certified Police Officer <u>OR</u> Police Officer	12/16/11	√	√	√	√	2 candidates selected; pending final stages of hiring process	
<b><i>TOTAL</i></b>	4								
<b><i>FILLED</i></b>	0								
<b><i>TOTAL REMAINING</i></b>	4								

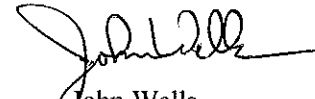
### **Utilities Department - March 9, 2013 to April 12, 2013**

- 15 plans, two Right of Way (ROW) permits and two fire-flow requests were received during this period.
- Revenue to date:
  1. To date, \$152,930 has been collected for telecommunication leased spaced on Town water tanks. AT&T is in discussions with staff regarding installation of their telecommunication systems on the Carr Tank and Hogback Mountain Tank.
  2. Total availability fees collected as of this date is \$888,395.
  3. To date \$61,254 has been collected for contact with Energy Connect Company for power sharing.
- Pipe work continues at the site of the Lower Sycolin Sewer Conveyance System project and staff continues to review shop drawings for the project. Wet well, dry well and emergency tanks have been installed and backfilled. Building construction continues and equipment is being installed.
- Staff continues implementation with the On-line Citizen Portal for water usage. The launch date is scheduled for the end of April, 2013.
- Staff reviewed and provided comments on the revised draft Reclaimed Water Agreement from Green Energy Partners for use of Water Pollution Control Facility treated effluent water at their power generation facility.



**Utilities Department - March 9, 2013 to April 12, 2013** - continued

- The Aclara Data Collection Unit (DCU) upgrade has been completed for the automated metering system. Staff is working with Aclara on an update of the software version.
- The 2012 Consumer Confidence Report (CCR - Water Quality Report) has been finalized and posted to the Town's web page. All quarterly water bills direct the customer to view the report on-line or contact Utilities to request a copy.
- The Town's IDSE (Initial Distribution System Evaluation) Report was approved by the Virginia Department of Health. The next step is submittal of a Stage 2 DBPR (Disinfectants and Disinfection Byproduct Rule) Monitoring Plan for review and approval no later than July 2, 2013.
- A Request for Proposal (RFP) has been issued for a lease agreement for installation of a second telecommunication antenna by a cell provider on Carr Tank II. An RFP is also being considered for a lease agreement for a telecommunication antenna on Hogback Mountain Tank.
- Staff provided a tour of the Water Pollution Control Facility to an interested citizen who stopped by the office.
- Staff attended Career Day at Douglas Elementary and Smartt's Mill Middle School and discussed the various career opportunities within water and wastewater.
- The Utility Maintenance Division (UMD) completed the Annual Water Flushing program.
- UMD staff completed a water line loop project on Cedarwalk Circle and Meadows Lane to improve water quality, reliability and fire protection.
- UMD staff "troubleshooted" and resolved heating issues in the locker room at Ida Lee.
- UMD staff repaired two broken and leaking sewer laterals on Governor's Drive.



John Wells  
Town Manager